



**CITY OF LONG BEACH
CLASSIFICATION SPECIFICATION**

TITLE: PLAN CHECKER - MECHANICAL

DEFINITION: Under direction, plans, develops and maintains a system of checking mechanical plans, specifications and permit applications, and checks plans for compliance with applicable laws and ordinances for heating, ventilation, air conditioning, and refrigeration.

EXAMPLES OF DUTIES:

- Plans, develops and maintains a system of checking mechanical plans, specifications and permit applications, and checks plans for compliance with applicable laws and ordinances for heating, ventilation and refrigeration;
- Establishes procedures for acceptance and processing of plans and permits;
- Checks plans, obtains corrections, grants approvals, computes fees, approves changes and coordinates with other plans processed by the department;
- Performs or supervises the inspection of life safety installations and equipment in major buildings or projects presenting difficult or complex construction problems;
- Consults with and advises mechanical engineers, contractors or agents on mechanical plans, code problems and complex installations;
- Reports on matters involving demand factors for buildings and structures and the testing and determination of the effectiveness of mechanical systems;
- Prepares mechanical ordinance changes as requested;
- Keeps records, prepares correspondence and reports;
- Performs other related duties as required.

HISTORY:

Approval/Adoption Dates: 09/01/74